

Town of Henlopen Acres

104 Tidewaters
Henlopen Acres, DE 19971

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MINUTES: The Board of Commissioners of the Town of Henlopen Acres held their Organizational Meeting at **10:00am on Tuesday, September 5, 2017** at Town Hall, 104 Tidewaters, Henlopen Acres, Delaware.

PRESENT:

David Lyons Sr.	Mayor
Joni Reich	Commissioner
Beatrix Richards	Commissioner
Tim Hidell	Commissioner
Thomas Roth	Town Manager
Lisa Michaels	Town Clerk
John Scheurer	62 Tidewaters
Henry DeWitt	55 Fields End
Barbara Shortley	59 Pine Reach
Kathy McGuinness	6 Broad Hollow
Louise Montgomery	80 Pine Reach
Ryan Mavity	Cape Gazette

EXCUSED:

John Staffier	Commissioner
Frank Jamison	Commissioner

ABSENT:

Andrew Brittingham	Commissioner
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[Minutes are Not Verbatim]

1. Call to order, Pledge of Allegiance

The meeting was called to order at 10:00am by Mayor David Lyons.

2. Administration of Oath of Office to elected Commissioners

Town Manager Thomas Roth, administered the Oath of Office to newly re-elected Commissioners Joni Reich and Tim Hidell. Commissioner John Staffier will take the Oath of Office at the October 13, 2017 Quarterly meeting.

3. Nominations and election for the Office of Mayor

Commissioner Joni Reich made a **motion** to nominate David Lyons for Mayor and Commissioner Paddy Richards seconded the **motion**. There were no other nominations. **Motion** passed unanimously and David Lyons was elected Mayor. Mr. Roth administered the Oath of Office of Mayor to Mr. Lyons.

4. Appointments

Mayor David Lyons made the following appointments

- a. President Pro tempore**-Commissioner Frank Jamison
- b. Treasurer**-Commissioner Joni Reich
- c. Secretary**-Commissioner Paddy Richards

d. Assistant Secretary-Town Manager Thomas Roth

A **motion** to approve the appointments was made by Commissioner Hidell and seconded by Ms. Reich. **Motion** passed unanimously.

5. Meeting Schedule

The 2017-2018 meeting schedule was included in the meeting packet, Several Commissioners would like to see the Organizational meeting moved to the Friday after Labor Day, September 7, 2018. Mayor Lyons wants the topic put on the October agenda.

6. Review and possible action on amendment to 130-4.B (2) Accessory Use Cooking Facilities

This issue has been under discussion by both the Planning Commission and Board of Commissioners since May of 2014. The goal is to change the Code to allow outdoor cooking facilities as long as they are attached to the house, a deck or patio and not visible from the street. A motion was made by Mr. Hidell and seconded by Ms. Reich to amend 130-4.B (2) Accessory Use Cooking Facilities to include:

Cooking facilities are permitted provided they are attached or contiguous to the principal dwelling and are not visible from the street.

Motion passed unanimously. After some discussion, Mr. Roth asked for the **motion** to be amended as the proposed change must be presented at a Public Hearing prior to adoption. Mr. Hidell amended his **motion** to hold a Public Hearing on amendment to 130-4.B (2) Accessory Use Cooking Facilities and Ms. Reich seconded it. **Motion** passed unanimously and a Public Hearing will be scheduled.

7. Review and discussion of Planning Commission draft changes to 130-17.G Permitted Uses, Fences

This item was put on the agenda at the request of John Scheurer, Planning Commission Chair. The Planning Commission has received several requests from residents to draft changes to the Code to allow for fences in Town. Currently only homes with swimming pools or those grandfathered in, are allowed to have fences. Homes with fences are only allowed to repair but not replace their existing fences. Before the Planning Commission works on drafting changes to the current Code, Mr. Scheurer inquired if the Commissioners would entertain allowing fences in Town. Mayor Lyons agreed there needed to be more discussion among the Board of Commissioners and would like to have this topic added to the October agenda.

Mayor Lyons wanted to update the Commissioners on several issues. He continues to attend the meetings of the Association of Coastal Towns with Mr. Roth to address dredging issues along the canal and in the bays. This will require funding from the local and federal government. While the Town marina is basically full this year, the silting is affecting many of the slips.

Mr. Lyons also remarked that the Town has an active Investment Committee that has seen the Town assets grow and also a Tree Committee that has worked hard to continue to address the Town's tree canopy.

Hurricane Irma is being watched by Mr. Roth and Mayor Lyons and the Town's Emergency Operations Plan will be activated if needed.

8. Adjournment

A **motion** to adjourn was made by Ms. Reich and seconded by Ms. Richards. The meeting was adjourned at 10:25am.

Approved 10/13/2017